



Meeting Date: December 15, 2009
Agenda Item: 6A
Reviewed by Town Manager:

Yountville Town Council Staff Report

TO: Mayor and Town Council

FROM: Graham Wadsworth, Public Works Director/ Town Engineer

SUBJECT: Authorize the Town Manager or Public Works Director to execute and file an application with the Metropolitan Transportation Commission (MTC) to program Regional Improvement Program funds into the Regional Transportation Improvement Program (RTIP) and execute documents related to Transportation Enhancement Program projects, and appropriate \$41,000 from the Capital Project Funds Reserves for the North Yountville Bike Route and Sidewalk Extension Project.

BACKGROUND/DISCUSSION

The Town has received a \$1 million grant to construct about 4,000 feet of Class 1 Bike Path along the east side of Highway 29 from California Drive to Madison Street. Napa County Transportation & Planning Agency (NCTPA) is working with the Napa County Bicycle Coalition and the Napa Valley Vine Trail Coalition to create a bike trail from Calistoga to American Canyon. It is proposed that the bike path along Highway 29 will be the first segment of the Vine Trail in the updated Napa County Bicycle Plan.

When the Highway 29 Bike Path was being designed, there was interest in having a cross walk across Madison Street at Highway 29, so bike riders could cross Madison at the signalized intersection to continue north on Highway 29. The current design also has both bike lanes on the south side of Madison Street between Washington Street and Highway 29. A cross walk at Highway 29 would also allow bike riders riding west on Madison Street to stay on the north side of Madison Street and cross to the path at Highway 29, instead of riding on the south side of Madison Street in the bike lane.

On October 13, NCTPA had a workshop about Transportation Enhancement Program funding and the application process. Town staff evaluated several potential projects including a bike route on Lincoln Avenue, Monroe Street and Yount Street, which would take bike riders past the restrooms at Yountville Park and along less traveled streets to Yountville Cross Road. Yountville Cross Road is part of the Bay Area Ridge Trail and many bike riders take Yount Street to Yount Mill Road. In November, applications were submitted for two projects.

- Design and construct a bike route from the intersection of Highway 29 at Madison Street to Madison at Washington Street to Lincoln Avenue at Monroe Street to Monroe at Yount Street and ending at Yount and Yountville Cross Road. This project includes a new cross walk across Madison at Highway 29, new sidewalks, signage, and striping along the route.
- Design and construct a sidewalk from the south end of the sidewalk at Yountville Inn to the Town limit to provide access to the Catholic Church.

NCTPA staff and a selection committee selected the first project application to forward to MTC, but a resolution from the Town Council is required. There are often agreements and documents related to

grants, so it is proposed that the Town Manager or Public Works Director be authorized to execute documents related to Transportation Enhancement Program projects

It is proposed that the North Yountville Bike Route and Sidewalk Extension Project be designed in 2010 and constructed in 2011. There is a 20% minimum local match requirement, which could be \$41,000. It is proposed that the local match be the Capital Projects Fund Reserves. This information is included in the attached application and Project Programming Request (PPR) form, which must be sent to MTC. This project would not be a likely candidate in the five year Capital Improvement Program if the 80% grant funding were not available. The 20% local is a very cost effective way to implement this project and save our residents and taxpayers substantial funds over doing the project with 100% Town funding. Staff will check whether staff time and other Town contributions can be applied as our local match contribution.

NCTPA has asked Town staff to include a \$24,000 project in Calistoga in the PPR. MTC wants projects that cost over \$200,000, so NCTPA wants to prepare an agreement for the Town to "pass through" the funding to Calistoga.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
Where is it budgeted?	Need to appropriate funds
Is it Mandatory or Discretionary?	Discretionary.
Is there a Staff Resource Impact?	Yes, minor staff and contract staff coordination of work.

ALTERNATIVES

1. Do not apply for the funding and do not construct the project.
2. Do not authorize the Town Manager or Public Works Director to execute documents related to Transportation Enhancement Program projects.

RECOMMENDATION

1. Adopt Resolution Number 2839-09 Authorizing the Town Manager or Public Works Director to execute and file an application with the Metropolitan Transportation Commission (MTC) to program Regional Improvement Program funds into the Regional Transportation Improvement Program (RTIP) and execute documents related to Transportation Enhancement Program projects, and appropriate \$41,000 from the Capital Project Funds Reserves for the North Yountville Bike Route and Sidewalk Extension Project.

ATTACHMENTS

1. Resolution Number 2839-09
2. Project Programming Request (PPR) Form
3. Part 2 of the Project Application

Town of Yountville Resolution Number 2839-09

Authorizing the Town Manager or Public Works Director to execute and file an application with the Metropolitan Transportation Commission (MTC) to program Regional Improvement Program funds into the Regional Transportation Improvement Program (RTIP) and execute documents related to Transportation Enhancement Program projects, appropriate \$41,000 from the Capital Project Fund Reserves, and approve a budget adjustment to fund the North Yountville Bike Route and Sidewalk Extension Project

Recitals

- A. The Town (herein referred to as "APPLICANT") is submitting an application to the Metropolitan Transportation Commission (MTC) for \$163,000 in funding from the 2010 Regional Transportation Improvement Program (RTIP) for the North Yountville Bike Route and Sidewalk Extension (herein referred to as "PROJECT") for the MTC 2010 RTIP, as authorized by MTC by Resolution No. 3928 (herein referred to as "PROGRAM").
- B. Senate Bill 45 (Chapter 622, Statutes 1997) substantially revised the process for estimating the amount of state and federal funds available for transportation projects in the state and for appropriating and allocating the available funds to these projects.
- C. As part of that processes, MTC is responsible for programming projects eligible for Regional Improvement Program funds, pursuant to California Government Code Section 14527(b), for inclusion in the RTIP, and submission to the California Transportation Commission, for inclusion in the State Transportation Improvement Program.
- D. MTC will review and include, if approved, 2010 RTIP projects in the federal Transportation Improvement Program (TIP).
- E. MTC has requested eligible transportation project sponsors to submit applications nominating projects to be programmed for Regional Improvement Program funds in the RTIP.
- F. Applications to MTC must be submitted consistent with procedures, conditions, and forms it provides transportation project sponsors.
- G. APPLICANT is a sponsor of transportation projects eligible for Regional Improvement Program funds.
- H. The RTIP Project Programming Request (PPR) form of the project application attached hereto and incorporated herein as though set forth at length, lists the project, purpose, schedule and budget for which APPLICANT is requesting that MTC program Regional Improvement Program funds for inclusion in the RTIP.
- I. Part 2 of the project application, attached hereto and incorporated herein as though set forth at length, includes the certification by APPLICANT of assurances required by SB 45

in order to qualify the project listed in the RTIP project nomination sheet of the project application for programming by MTC.

- J. As part of the application for 2010 RTIP funding, MTC requires any resolution adopted by the responsible implementing agency to state that the project will comply with the procedures specified in the "Timely Use of Funds Provisions and Deadlines" (MTC Resolution No. 3928, Attachment 1, Pages 14-15, and as may be further amended).
- K. The Town Council wishes to delegate the authority to execute agreements and any related documents thereto with the Metropolitan Transportation Commission.

Now therefore, the Town Council of the Town of Yountville does resolve as follows:

1. APPLICANT approves the assurances set forth in Part 2 of the project application attached to this resolution.
2. APPLICANT will comply with the provisions and requirements of the "Timely Use of Funds Provisions and Deadlines" (MTC Resolution No. 3928, Attachment 1, Pages 14-15, and as may be further amended), that PROJECT will be implemented as described in the complete application and in this resolution and , if approved, for the amount programmed in the MTC federal TIP, and that APPLICANT and PROJECT will comply with the requirements as set forth in the 2010 RTIP Policies and Procedures (MTC Resolution No. 3928).
3. APPLICANT has reviewed the project and has adequate staffing resources to deliver and complete the project within the schedule set forth in the RTIP Project Programming Request (PPR) form of the project application, attached to this resolution.
4. APPLICANT is an eligible sponsor of project in the State Transportation Improvement Program.
5. APPLICANT is authorized to submit an application for State Transportation Improvement Program funds for PROJECT.
6. There is no legal impediment to APPLICANT making applications for Regional improvement Program funds.
7. There is no pending or threatened litigation which might in any way adversely affect the proposed PROJECT, or the ability of APPLICATN to deliver such PROJECT.
8. APPLICANT authorizes its Town Manager or Public Works Director to execute and file an application with MTC to program Regional Improvement Program funds into the RTIP, for projects, purposes and amounts included in the project application attached to this resolution.
9. A copy of this resolution shall be transmitted to MTC in conjunction with the filing of the APPLICANT application referenced herein.

10. Adopt Resolution Approving Budget Adjustment Number 2009-10-04 increasing appropriations in the amount of \$204,000 in the Capital Projects Fund; funding source is \$41,000 from the Capital Projects Fund Reserve and \$163,000 in grant funding.
11. The Town Council hereby authorizes the Town Manager or Public Works Director to execute agreements, amendments and documents related to Transportation Enhancement Program projects.

Cynthia Saucerman, Mayor

ATTEST:

State of California)
County of Napa)
Town of Yountville)

I, Michelle Dahme, Town Clerk of the Town of Yountville, do hereby certify that the foregoing Resolution was duly adopted by the Town Council of the Town of Yountville at a regular meeting thereof held on the 15th day of December, 2009 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Michelle Dahme, Town Clerk

PROJECT PROGRAMMING REQUEST

DTP-0001 (REV. 8/09)

General Instructions

<input checked="" type="checkbox"/> New Project		<input type="checkbox"/> Amendment (Existing Project)		12/09/09	
04					
NAP		Town of Yountville		MTC	
Bicycle Path Improvements for Napa County					
		Graham Wadsworth		707-918-2628	
		gwadsworth@yville.com			
North Yountville Bike Route and Sidewalk Extension and Bikeway Landscaping in Calistoga. The Yountville project is from Highway 29 at Madison Street to Washington Street to Lincoln Avenue to Monroe Street to Yount Street to Yountville Cross Road. The project includes the design and construction of a bike lanes, sidewalks, signage, and related elements. The Calistoga project is along South Washington Street between					
PA&ED					
PS&E		Yountville and Calistoga			
Right of Way					
Construction		Yountville and Calistoga			
Assembly:		Seventh District		Senate: Second District	
Congressional:		First District			
The Yountville Project will improve pedestrian safety, ADA access, and bike rider safety. The Calistoga Project will enhance the aesthetics of the path, create awareness, and increase ridership. See attached applications.					
Both projects will improve access and safety. See attached applications.					
Project Study Report Approved					
Begin Environmental (PA&ED) Phase					
Circulate Draft Environmental Document				CE	10/01/10
Draft Project Report					
End Environmental Phase (PA&ED Milestone)					
Begin Design (PS&E) Phase					07/01/10
End Design Phase (Ready to List for Advertisement Milestone)					03/01/11
Begin Right of Way Phase					
End Right of Way Phase (Right of Way Certification Milestone)					
Begin Construction Phase (Contract Award Milestone)					07/01/11
End Construction Phase (Construction Contract Acceptance Milestone)					11/01/11
Begin Closeout Phase					11/01/11
End Closeout Phase (Closeout Report)					02/01/12

ADA Notice

For individuals with sensory disabilities, this document is available in alternate formats. For information call (916) 654-6410 or TDD (916) 654-3880 or write Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.

PROJECT PROGRAMMING REQUEST

DTP-0001 (REV. 8/09)

Date: 12/09/09

County	CT District	PPNO	TCRP Project No.	EA
NAP	04			
Project Title: Bicycle Path Improvements for Napa County				

Existing Total Project Cost									Implementing Agency
Component	Prior	10/11	11/12	12/13	13/14	14/15	15/16+	Total	
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL									
Proposed Total Project Cost									Implementing Agency
Component	Prior	10/11	11/12	12/13	13/14	14/15	15/16+	Total	
E&P (PA&ED)		11,348						11,348	
PS&E		53,569						53,569	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON			163,358					163,358	
TOTAL		64,917	163,358					228,275	

Fund No. 1:	Transportation Enhancement Program for Yountville								Program Code
Existing Funding									Funding Agency
Component	Prior	10/11	11/12	12/13	13/14	14/15	15/16+	Total	
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL									
Proposed Funding									Notes
E&P (PA&ED)		9,078						9,078	
PS&E		40,856						40,856	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON			113,487					113,487	
TOTAL		49,934	113,487					163,421	

Fund No. 2:	Yountville Local Funds								Program Code
Existing Funding									
Component	Prior	10/11	11/12	12/13	13/14	14/15	15/16+	Total	Funding Agency
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL									
Proposed Funding									Notes
E&P (PA&ED)		2,270						2,270	
PS&E		10,213						10,213	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON			28,371					28,371	
TOTAL		12,483	28,371					40,854	

PROJECT PROGRAMMING REQUEST

DTP-0001 (REV. 8/09)

Date: 12/09/09

County	CT District	PPNO	TCRP Project No.	EA
NAP	04			
Project Title: Bicycle Path Improvements for Napa County				

Fund No. 3:	Transportation Enhancement Program for Calistoga								Program Code
Existing Funding									
Component	Prior	10/11	11/12	12/13	13/14	14/15	15/16+	Total	Funding Agency
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL									
Proposed Funding									Notes
E&P (PA&ED)									
PS&E		2,000						2,000	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON			17,200					17,200	
TOTAL		2,000	17,200					19,200	

Fund No. 4:	Calistoga Local Funds								Program Code
Existing Funding									
Component	Prior	10/11	11/12	12/13	13/14	14/15	15/16+	Total	Funding Agency
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL									
Proposed Funding									Notes
E&P (PA&ED)									
PS&E		500						500	
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON			4,300					4,300	
TOTAL		500	4,300					4,800	

Fund No. 5:									Program Code
Existing Funding									
Component	Prior	10/11	11/12	12/13	13/14	14/15	15/16+	Total	Funding Agency
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL									
Proposed Funding									Notes
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL									

PART TWO: FUNDING**A**Prepared by: **Nathan Valles**Title: **Civil Engineer**Agency: **Town of Yountville- Coastland**Phone: **707-571-8005**FAX: **707-571-8037****B****PROJECT COMPONENT COSTS (round to nearest \$1,000s)**

	RTIP	ITIP
OTHER		
• E&P (PA&ED)	\$ 11,000	\$
• PS&E	\$ 51,000	\$
• Right-of-Way Capital	\$	\$
• Right-of-Way Support*	\$	\$
• Construction Support*	\$	\$
• Construction Capital	\$ 142,000	\$

Proposed year of Construction 2010 (MM/YY)**TOTAL PROJECT COSTS** \$ 204,000

*Right-of-way and construction support are for Caltrans implemented projects only

C**PRELIMINARY ITEM ESTIMATE**

Item	Description	Unit	Quantity	Unit Price
Amount				
1.	SEE ATTACHED ESTIMATE			\$
2.				\$
3.				\$
4.				\$
5.				\$
6.				\$
7.				\$
8.				\$
9.				\$
10.				\$
SUBTOTAL				\$
CONTINGENCY (25%)				\$
TOTAL CONSTRUCTION CONTRACT ITEMS				\$

YOU MAY ADD MORE LINES IF NEEDED

D

MAINTENANCE (The enhancement must be maintained in a functional and operational manner as its intended purpose for the expected life cycle for the type of project. If it is not maintained in such a manner, reimbursement of all or a portion of the enhancement funds may be required).

Who will maintain? Town of Yountville

What is the source of maintenance funds? General Fund

If project is within Caltrans right-of-way, must be signed by Deputy District Director, Maintenance

DDD Maintenance:

Date:

Engineer's Estimate for North Yountville Bike Lane

Item	Description	Unit	Quantity	Unit Cost	Total Cost
1	Washington Curb & Gutter	LF	175	\$ 35.00	\$ 6,125.00
2	Washington Sidewalk and driveway cut	SF	875	\$ 10.00	\$ 8,750.00
3	Lincoln Curb & Gutter	LF	235	\$ 35.00	\$ 8,225.00
4	Lincoln Sidewalk	SF	1,175	\$ 12.00	\$ 14,100.00
5	Yountville Park Access Path	SF	1,650	\$ 12.00	\$ 19,800.00
6	Thermo bike logos	EA	200	\$ 8.00	\$ 1,600.00
7	thermo striping				
8	Madison	LF	740	\$ 3.00	\$ 2,220.00
9	Oaxville x-road	LF	2,500	\$ 3.00	\$ 7,500.00
	Hwy 29 x-walk	LF	130	\$ 3.00	\$ 390.00
10	Bike Signage	EA	14	\$ 300.00	\$ 4,200.00
11	Slurry Bike Lane				
12	Madison	SF	4,400	\$ 0.33	\$ 1,452.00
13	Oaxville x-road	SF	12,500	\$ 0.33	\$ 4,125.00
14	Signal Mods - Hwy 29	LS	1	\$ 15,000.00	\$ 15,000.00
15	Information Kiosk	LS	1	\$ 15,000.00	\$ 15,000.00
15	Mobilization	LS	1	\$ 5,000.00	\$ 5,000.00
Estimated Construction Subtotal				\$	113,487.00
Contingency				25%	\$ 28,371.75
Estimated Construction Costs				\$	141,858.75
Administration (NCTPA)				5%	\$ 5,674.35
Design (inc survey)				25%	\$ 28,371.75
Construction Engineering				20%	\$ 22,697.40
Coordination w/Caltrans				5%	\$ 5,674.35
Subtotal				\$	62,417.85
GRAND TOTAL				\$	204,276.60